

CITY COUNCIL REPORT



Meeting Date: **March 5, 2013**
 General Plan Element: **Community Involvement**
 General Plan Goal: **Seek community-wide representation on issues**

ACTION

Audit Committee recommendation for Historic Preservation Commission Sunset Review. Adopt Resolution No. 9335 accepting the Audit Committee's recommendation and authorizing continuation of the Historic Preservation Commission.

BACKGROUND

In September 2011, the City Council adopted Resolution No. 8823 establishing a Sunset Review process for its boards and commissions. This resolution directs the Audit Committee to develop a schedule for reviewing each of the City's boards and commissions to:

- a) evaluate whether the reviewed board or commission is serving its intended purpose;
- b) whether the purpose should be maintained or modified; and
- c) whether the purpose has been served or is no longer required.

Subsequently, the Audit Committee is to submit its recommendation to the City Council regarding whether to continue or terminate the reviewed board or commission.

The Audit Committee adopted its Sunset Review schedule and process in February 2012, with the goal of reviewing each board or commission once every three years. The adopted process requires the City Auditor to notify each board or commission and staff liaison of its scheduled review. The City Auditor also collects background information on the board or commission to be reviewed, including its purpose as stated in City Code, its annual report and other information as requested by the Audit Committee, City Council or otherwise deemed relevant. Public comment may also be provided to the Audit Committee at the scheduled meeting, in written format, or through other means.

Sunset Reviews scheduled for FY 2012/13 and conducted to date include:

August 20, 2012 – Building Advisory Board of Appeals and Board of Adjustment

September 17, 2012 – Environmental Quality Advisory Board

February 4, 2013 – Historic Preservation Commission

One additional Sunset Review is scheduled for FY 2012/13:

April 2013 – Human Relations Commission

ANALYSIS & ASSESSMENT

Policy Implications

The Historic Preservation Commission is charged primarily with identifying, protecting and promoting significant historic and archaeological resources in the community. In addition, the Commission reviews proposed alterations to historic resources. (Scottsdale Revised Code §2-313) Related processes for carrying out its duties include the *Historic Property Overlay Procedures and Regulations* (Zoning Ordinance §6.100 – §6.125) and *Protection of Archaeological Resources* (Scottsdale Revised Code §46-130 to §46-137).

At the conclusion of its February 4, 2013, Sunset Review, the Audit Committee unanimously recommended that the Historic Preservation Commission be continued. Based on the current Sunset Review process, this commission will be reviewed again in three years.

Community Involvement

Continuation of this board allows seven Scottsdale residents to directly participate in Scottsdale's government functions through serving as an advisory body to the City Council.

RESOURCE IMPACTS

Staffing, Workload Impact

If approved, existing City staff will continue supporting this Commission in meeting its purpose. This support includes serving as staff liaison to schedule and coordinate commission meetings, providing staff analysis of requests, maintaining commission records and other such duties. Currently the Planning, Neighborhood and Transportation Department provides staff support to the Commission, including: Don Meserve, Historic Preservation Officer/Staff Liaison; Raun Keagy, Neighborhood Services Director.

OPTIONS & STAFF RECOMMENDATION

Recommended Approach

Adopt Resolution No. 9335 accepting the Audit Committee's recommendation and authorizing continuation of the Historic Preservation Commission.

Description of Option B

Alternatively, the City Council may choose to terminate or modify the purpose of this Commission.

Proposed Next Steps

Staff will take any additional action needed to enact the Council's action, including notifying the Historic Preservation Commission of the approval or modification of its resolution.

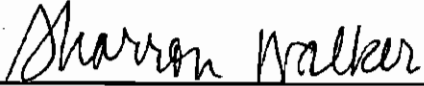
RESPONSIBLE DEPARTMENT(S)

City Auditor; Planning, Neighborhood & Transportation Department

STAFF CONTACTS (S)

Sharron Walker, City Auditor, SWalker@ScottsdaleAZ.gov

APPROVED BY

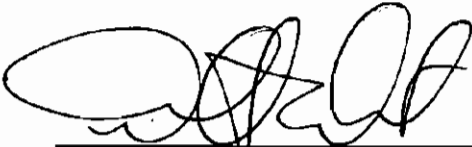


Sharron Walker, City Auditor

(480) 312-7867, SWalker@ScottsdaleAZ.gov

2/14/2013

Date



Dan Worth, Acting City Manager

(480) 312-2811, DWorth@ScottsdaleAZ.gov

2-14-13

Date

ATTACHMENTS

1. Proposed Resolution No. 9335
2. Resolution No. 8823 (adopted September 13, 2011)
3. Audit Committee minutes for February 4, 2013 meeting (draft)
4. Historic Preservation Commission Sunset Review packet

RESOLUTION NO. 9335

A RESOLUTION OF THE COUNCIL OF THE CITY OF SCOTTSDALE, ARIZONA, ACCEPTING THE AUDIT COMMITTEE'S RECOMMENDATION AND AUTHORIZING THE CONTINUATION OF THE SCOTTSDALE HISTORIC PRESERVATION COMMISSION.

WHEREAS, pursuant to Resolution No. 8823, the City Council has authorized the Audit Committee to periodically review the City's boards and commissions to evaluate whether the purpose of each is being served and whether the purpose should be maintained, modified or is no longer required; and

WHEREAS, pursuant to Resolution No. 8823, the City Council has further authorized the Audit Committee to make recommendations to the City Council regarding the continuation or termination of the boards and commissions reviewed; and

WHEREAS, the Audit Committee conducted its review of the Scottsdale Historic Preservation Commission on February 4, 2013; and

WHEREAS, as a result of its review, the Audit Committee has recommended the continuation of the Scottsdale Historic Preservation Commission;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Scottsdale, Arizona, as follows:

Section 1. The City Council hereby accepts the Audit Committee's recommendation and authorizes the continuation of the Scottsdale Historic Preservation Commission.

PASSED AND ADOPTED by the Council of the City of Scottsdale, Arizona, this 5th day of March, 2013.

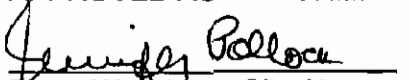
CITY OF SCOTTSDALE, an
Arizona municipal corporation

ATTEST:

W. J. "Jim" Lane, Mayor

Carolyn Jagger, City Clerk

APPROVED AS TO FORM:


Bruce Washburn, City Attorney

By: Jennifer Pollock, Assistant City Attorney

RESOLUTION NO. 8823

A RESOLUTION OF THE COUNCIL OF THE CITY OF SCOTTSDALE, ARIZONA, DIRECTING THE AUDIT COMMITTEE TO DEVELOP A SCHEDULE FOR THE PERIODIC REVIEW OF BOARDS AND COMMISSIONS AND AUTHORIZING THE AUDIT COMMITTEE TO REVIEW BOARDS AND COMMISSIONS PURSUANT TO THE ESTABLISHED SCHEDULE AND MAKE RECOMMENDATIONS TO THE COUNCIL REGARDING THE CONTINUATION OR TERMINATION OF THE BOARDS AND COMMISSIONS REVIEWED.

WHEREAS, pursuant to Ordinance Nos. 2236, 2304, 2480 and Division 6 of Chapter 2, Article III of the Scottsdale Revised Code, Section 2-118, the City Council established the Audit Committee to consult with the City Auditor regarding technical issues, to work to assure maximum coordination between the work of the City Auditor and the needs of the City Manager and other charter officers and to perform other duties as required or directed by the City Council; and

WHEREAS, the City Council desires to establish a schedule for the periodic review of the City's boards and commissions to determine whether the boards and commissions are meeting their intended purpose and whether to continue or terminate such boards and commissions;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Scottsdale, as follows:


Section 1. The City Council hereby authorizes and directs the Audit Committee to perform the following duties pertaining to the City's boards and commissions:

- a) Develop a schedule for reviewing the City's boards and commissions;
- b) Review the City's boards and commissions in accordance with the established schedule;
- c) Evaluate whether each board and commission reviewed is serving its intended purpose; whether the purpose of each board and commission should be maintained or modified; and whether the purpose of each board and commission has been served or is no longer required; and
- d) Submit to the City Council its recommendations regarding whether to continue or terminate each board and commission reviewed.

Section 2. Notwithstanding Section 1 of this Resolution, the City Council may terminate a board or commission at any time.

PASSED AND ADOPTED by the Mayor and Council of the City of Scottsdale this 13th day of September, 2011.

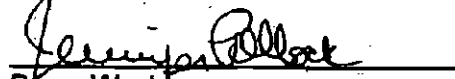
ATTEST:


Carolyn Jagger
City Clerk

CITY OF SCOTTSDALE, an
Arizona municipal corporation


W. J. "Jim" Lane
Mayor

APPROVED AS TO FORM:


Bruce Washburn
City Attorney
By: Jennifer Pollock
Assistant City Attorney



**DRAFT MINUTES
CITY OF SCOTTSDALE
AUDIT COMMITTEE**

MONDAY, FEBRUARY 4, 2013

**CITY HALL
KIVA CONFERENCE ROOM
3939 NORTH DRINKWATER BOULEVARD
SCOTTSDALE, AZ 85251**

REGULAR MEETING

PRESENT: Vice Mayor Suzanne Klapp, Chair
Councilman Robert Littlefield (arrived at 4:04 p.m.)
Councilwoman Linda Milhaven

STAFF: Dan Worth, City Manager's Office
Jennifer Bowley, Community & Economic Development Division
Brian Dygert, Community & Economic Development Division
Paul Katsenes, Community & Economic Development Division
Don Meserve, Community & Economic Development Division
Alan Rodbell, Public Safety Division
Mel Galbraith, Public Works Division
David Smith, City Treasurer's Office
Joyce Gilbride, Finance & Accounting Division
Kyla Anderson, City Auditor's Office
Lai Cluff, City Auditor's Office
Cathleen Davis, City Auditor's Office
Joanna Munar, City Auditor's Office
Sharron Walker, City Auditor's Office

GUESTS: Beth Duckett, Arizona Republic

CALL TO ORDER

Chair Klapp called the meeting to order at 4:03 p.m.
A formal roll call confirmed the presence of Committee Members as noted above.

1. Approval of Minutes, Regular Meeting, November 19, 2012

COUNCILWOMAN MILHAVEN MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 19, 2012 REGULAR MEETING. CHAIR KLAPP SECONDED THE MOTION, WHICH CARRIED BY A VOTE OF TWO (2) TO ZERO (0). COUNCIL MEMBER LITTLEFIELD WAS NOT YET PRESENT.

2. Discussion and possible direction to staff regarding Sunset Reviews: Historic Preservation Commission

Councilman Littlefield arrived. City Auditor Sharron Walker introduced the report on the Historic Preservation Commission, noting that the Audit Committee is to make a recommendation to City Council whether to continue or terminate the Commission. She noted that Mr. Don Meserve was in attendance representing the Historic Preservation Commission.

Councilwoman Milhaven thanked Mr. Meserve for his report, noting it is helpful to know what the Commission is working on in the upcoming year and to see their value. Chair Klapp thanked Mr. Meserve for the interesting, comprehensive report.

CHAIR KLAPP MADE A MOTION TO RECOMMEND TO CITY COUNCIL THAT THE HISTORIC PRESERVATION COMMISSION CONTINUE. SECONDED BY COUNCILMAN LITTLEFIELD, THE MOTION CARRIED BY A UNANIMOUS VOTE OF THREE (3) TO ZERO (0).

3. Discussion and possible direction to staff regarding Audit Report No. 1303, Cash Handling Control and Accountability

Ms. Cathleen Davis of the City Auditor's Office said the audit was performed to determine accountability for the City's cash handling, including compliance with related administrative regulations. Staff conducted unannounced cash counts at seven locations in the Community Services, Public Works and Public Safety divisions. For FY 2011/2012, staff throughout the City collected approximately \$440 million for various fines, fees, services and products. About 78 percent of these payments were in check form, 17 percent through wires, electronic fund transfers or interactive voice response, 4 percent through credit or debit card transactions, and only about one percent in cash.

This audit had two findings.

- Some locations reviewed can improve certain aspects of their cash handling practices, such as including documentary supervisor reviews, more limited access to cash drawers and safes, and proper separation of responsibilities to lessen the risk of theft, loss, or fraud.
- Finance and Accounting can improve adherence to certain AR requirements by ensuring the division annually trains City cashiers, performing the required cash handling verifications on an unannounced basis, and clarifying the requirement for timely petty cash reconciliations. In addition, the division should more

-end-



City Auditor's Office

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TO: Chair Klapp and Members of the Audit Committee

FROM: Sharron Walker, City Auditor

DATE: January 18, 2013

RE: Historic Preservation Commission Sunset Review

Established in 1997, the Historic Preservation Commission has the following purpose, powers and duties stated in Scottsdale Revised Code:

Sec. 2-313. - Purpose; powers and duties.

- (a) The Commission is charged with developing a comprehensive Historic Preservation Program and assisting the city in becoming a Certified Local Government in Arizona.
- (b) The Scottsdale Historic Preservation Commission shall:
 - (1) Establish a process for identifying Scottsdale's historic, archaeological, and cultural resources;
 - (2) Develop recommendations to provide a variety of support and incentives, including funding concepts, to enhance and maintain significant historic and archaeological resources;
 - (3) Review proposed alterations to historic and archaeological resources through the Certificate of Appropriateness process;
 - (4) Identify resources and districts of historic significance in the city;
 - (5) Develop, maintain, and from time to time amend, plans for the preservation of resources of historic significance in the city;
 - (6) Establish standards necessary to preserve the historic character of resources designated historic;
 - (7) Establish and maintain the Scottsdale Historic Register; inventory historic properties, including archaeological resources, and recommend to the city council designations for historic property districts;
 - (8) Establish guidelines for evaluation of historic and archaeological resources; provide public information and education on preservation;
 - (9) Coordinate resources and provide technical assistance;
 - (10) Develop criteria and review procedure;
 - (11) Promote revitalization of the city through preservation;

- (12) Confer with other city, county, regional, State, and national historic preservation boards and commissions;
 - (13) Initiate programs for the restoration or rehabilitation of city-owned historic buildings;
 - (14) Advocate and recommend programs for the restoration or rehabilitation of privately owned buildings and the preservation of archaeological resources;
 - (15) Discourage, and work with city departments to prevent, unwanted demolition of historic buildings and structures, and the destruction of archaeological resources; and
 - (16) Develop partnerships with groups such as the Scottsdale Historical Society and the State Historic Preservation Office.
 - (17) Report its progress to the city council twice a year.
- (Ord. No. 3017, 6-2-97; Ord. No. 3242, § 11, 7-13-99)

Related processes for carrying out these duties include the *Historic Property Overlay Procedures and Regulations* (Zoning Ordinance §6.100 to §6.125) and *Protection of Archaeological Resources* (SRC §46-130 to §46-137). Also, SRC §2-315 states, "The commission shall remain in existence until city council determines that the tasks it has been charged to carry out have been completed."

The Commission, through its staff liaison, has provided the attached information on its purpose, with background materials related to implementing its responsibilities, its draft 2013 work program along with the 2012 and 2011 work programs and annual reports, and a list of current commissioners.

Action Required:

The Audit Committee is to evaluate whether the board or commission being reviewed is serving its intended purpose; whether it should be maintained or modified; and whether its purpose has been served or is no longer required.

Specifically, the Audit Committee is to recommend to the City Council whether to continue or terminate the Commission.

REPORT

TO: Chair Klapp and Members of the Audit Committee, and
Sharron Walker, City Auditor

MEETING DATE: Monday, February 4, 2013

RE: Historic Preservation Commission Sunset Review

PREPARED BY: Don Meserve, AICP, Historic Preservation Officer/Staff Liaison *DM*

THROUGH: Raun Keagy, Neighborhood Services Director *RK*

The Sunset Review Process provided to us by the City Auditor's Office lists the types of Background Materials needed by the Audit Committee of the City Council for the Sunset Review of the Historic Preservation Commission (HPC). This Commission was established by City Council in 1997 and was charged primarily with identifying, protecting and promoting significant historic and archaeological resources in the community. Over the past fifteen years the HPC has provided advice to Council on placing various types of properties and historic residential districts on the official Scottsdale Historic Register. Designation occurs through a formal public hearing process for HP overlay zoning cases ending with a City Council action. The most recent historic district approved by the City Council was Villa Monterey Units 1-7 in June 2011. This neighborhood contains 758 townhouses in seven HOAs.

In addition to serving in an advisory capacity for local register designations, the Commission is also a quasi-judicial body that reviews exterior alterations to historic resources as mandated by the City Code. The Commission and city staff anticipate an increase in the reviews of exterior alterations due to the large increase in historic homeowners in Villa Monterey. This is in addition to the two single family attached historic districts (Village Grove 1-6 and Town and Country Scottsdale) with a combined 317 homeowners and the other properties on the local register where the owners may propose alterations or additions.

The HPC held their annual retreat on Saturday, January 12, 2013. At this special meeting they reviewed their accomplishments for the past year, approved their annual report to City Council for 2012 and prepared an HPC 2013 Work Program. The Commission intends to continue working on a variety of activities to further the purposes set for this Council-appointed body in the original 1997 ordinance and as mandated by the City Code. One of the first HPC tasks listed in the draft 2013 work program is to complete the required public hearing process to add places of worship to the local register.

The requested materials for the Sunset Review are listed below followed by a very brief description of each item.

Purpose as stated in City Code: The purpose, membership, powers and duties of the Historic Preservation Commission, as approved by City Council, are listed in a few code provisions or documents. The attached materials include the original ordinance that established the HPC in 1997 along with summaries or portions of the two 1999 ordinances on historic preservation and archaeological resources where specific responsibilities for the Commission are stated in the City Code.

1. **Ordinance No. 3017** - Established a Historic Preservation Commission, adopted June 2, 1997

2. **Summary of Provisions: Historic Preservation Ordinance** – A one page summary of the 1999 HP ordinance which notes that the ordinance “Establishes the powers and duties of the Scottsdale Historic Preservation Commission (HPC).”
3. **Excerpts from Ordinance No. 3242**, adopted July 13, 1999, including: **Section 1.1001**. on the Purpose and Powers of the HPC on Page 2 of 6, **Section 2-312** on Membership selection on Attachment #3, Page 5 of 6, **Section 2-313**. on the Purpose; powers and duties of the Commission, Page 5 of 6 and Page 6 of 6, and **Section 6.120** Development of Historic Properties, Pages 8-10 of 14, describing the review process for certificates including HPC hearings to review major visual exterior changes to historic register properties
4. **Summary of Provisions: Archaeological Resources Ordinance** (Chapter 46), adopted July 13, 1999 – A one page summary of the archaeological resources ordinance; the Commission is responsible for advising City Council on both historical and archaeological resources

Background Materials related to implementing City Code responsibilities: A few additional materials help illustrate how this Commission has been making progress since 1997 on what it has been charged to do by City Council and as mandated in the City Code. Their activities and responsibilities are ongoing.

1. **Scottsdale Historic Register** – The latest official listing of properties and residential districts that have HP overlay zoning adopted by City Council recognizing their historic significance; most were identified by the Commission and recommended to City Council for official recognition.
2. **Actions by City Council Related to Scottsdale’s Historic Preservation Program** – A 3 page listing of all the HP program actions by City Council illustrating the results of Commission advice.
3. **List of Historic Contexts for the City of Scottsdale, 1/13** – This list represents one of the research tasks that must be completed before resources can be considered for the local register.

Recent Annual Reports and HPC Work Programs: The Historic Preservation Commission’s activities are driven by an approved work program discussed each January at an annual retreat. The Draft HPC 2013 Work Program was prepared by the Commission on Saturday, January 12, 2013. It has not been approved yet but is attached for your information to indicate what is proposed for this calendar year. The annual reports and work programs for the past two years are also listed with the most recent documents first.

1. **Draft Scottsdale HPC 2013 Work Program** - Prepared by the HPC on January 12, 2013. The draft work program begins to address any questions about what the planned activities are for the Commission for 2013.
2. **Historic Preservation Commission Annual Report for 2012** - Approved by HPC January 12, 2013
3. **Scottsdale HPC 2012 Work Program** - Approved by HPC February 9, 2012
4. **Historic Preservation Commission Annual Report for 2011** - Approved by HPC January 12, 2012
5. **Scottsdale HPC 2011 Work Program** - Approved by HPC February 10, 2011

Other Information: A list of the current members and elected 2013 officers for the Commission is attached.

1. **Historic Preservation Commission, Revised 1/2013**

Purpose as stated in City Code:

- **Ordinance No. 3017**
- **Summary of Provisions: Historic Preservation Ordinance**
- **Excerpts from Ordinance No. 3242**
- **Summary of Provisions: Archaeological Resources Ordinance**

ORDINANCE NO. 3017

AN ORDINANCE OF THE CITY OF SCOTTSDALE, MARICOPA COUNTY, ARIZONA, ESTABLISHING A HISTORIC PRESERVATION COMMISSION

WHEREAS, the April 1997 Recommendations for a Scottsdale Historic Preservation Program from the Historic Resources Preservation Task Force recommended that the City take immediate steps to establish a comprehensive historic preservation program to guide public and private actions; and

WHEREAS, the Historic Resources Preservation Task Force identified four main reasons why historic preservation is important to Scottsdale, including 1) Creating a sense of pride in our heritage, 2) Preventing the loss of valuable historic resources, 3) Establishing distinctive areas, and 4) Creating economic benefits by enhancing tourism and increasing property values; and

WHEREAS, the citizens participating in the Scottsdale Visioning Program stated that Scottsdale should form a Historic Preservation Commission, and CityShape 2020 developed six guiding principles including #8. Value Scottsdale's Unique Lifestyle and Character; and

WHEREAS, the City of Scottsdale has three sites on the National Register of Historic Places and eleven sites zoned Historic Property overlay; and

WHEREAS, the City of Scottsdale has many more historic and archaeological resources, including residential neighborhoods and commercial areas, that merit consideration for inclusion in a historic preservation program.

BE IT RESOLVED by the Council of the City of Scottsdale, Maricopa County, Arizona that Chapter 2, Article V of the Scottsdale Revised Code be amended by adding the following provisions:

Sec. 2-311. Established. The City Council hereby establishes the Scottsdale Historic Preservation Commission.

Sec. 2-312. Membership. The Scottsdale Historic Preservation Commission shall be composed of seven (7) citizens appointed by the Council including citizens with specific skills and experience in history, architectural history, architecture, historic interiors, historic architecture, planning archaeology, historic archaeology, real estate, historic preservation law or other historic preservation related field.

Sec. 2-313. Purpose; powers and duties. The Commission is charged will be charged with developing a comprehensive Historic Preservation Program and assisting the City in becoming a Certified Local Government in Arizona. The Commission will report its progress to the City Council on a quarterly basis in the first year and thereafter twice a year on recommendations for the formation and implementation of a comprehensive historic preservation program as recommended by the Historic Resources Preservation Task Force and broadly defined below:

- (1) Define roles for a Historic Preservation Commission and a Historic Preservation Officer.

- (2) Develop a program to inform the public and increase awareness about Scottsdale's heritage and its role in the overall development of the community.
- (3) Prepare a Historic Preservation Ordinance.
- (4) Inventory and document potentially significant community resources and divide the resources into categories such as buildings, districts, structures, sites, objects and landmarks.
- (5) Develop nomination and review procedures for designation of historic resources to a local list.
- (6) Develop recommendations to provide a variety of support and incentives, including funding concepts, to enhance and maintain significant historic and archaeological resources in Scottsdale.
- (7) Develop partnerships with groups like the Scottsdale Historical Society and the State Historic Preservation Office (SHPO).

Section 2-314. Procedures; rules and regulations. The Historic Preservation Commission will:


- (1) Establish rules, regulations and procedures that shall govern its affairs, including provisions for the selection of a chairman and vice-chairman and such other officers as may be deemed reasonably necessary for the effective and efficient operation of the board.
- (2) Establish the time, place and manner of notice of all regular and special meetings.
- (3) Establish the manner of adoption, amendment and repeal of the rules and regulations of the board.

Sec. 2-315. The Commission shall remain in existence until City Council determines that the tasks it has been charged to carry out have been completed.


Sec. 2-316. The Commission members shall be subject to the conditions set forth in Section 2-241 of the Scottsdale Revised Code and shall be appointed for three year terms, except that the original members shall be appointed for staggered terms: two for one year, two for two years, and three for three years.

PASSED AND ADOPTED BY THE Council of the City of Scottsdale, Maricopa County, Arizona this 20th day of June, 1997.

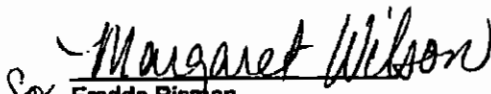
ATTEST:


Sonia Robertson
City Clerk

CITY OF SCOTTSDALE
a municipal corporation


Sam Kathryn Campana
Mayor

APPROVED AS TO FORM:


Fredda Bisqjan
City Attorney

SUMMARY OF PROVISIONS HISTORIC PRESERVATION ORDINANCE

PURPOSE: The Historic Preservation Ordinance establishes the framework for a local historic preservation program that will identify and designate special resources in the community, recognize and promote an awareness of Scottsdale's history, and define policies for the preservation of significant historical, archaeological and cultural resources.

- ◆ Formalizes the City's commitment to historic preservation for the purposes of:
 1. Creating a sense of pride in our heritage
 2. Preventing the loss of valuable historic resources
 3. Create economic benefits by enhancing tourism and increasing property values
- ◆ Establishes the powers and duties of the Scottsdale Historic Preservation Commission (HPC), and representation on the Commission to carry out its oversight responsibilities for a Scottsdale historic preservation program.
- ◆ Creates an updated HP overlay zoning district in the Zoning Ordinance to replace the 1981 HP: the 16 existing HP resources are exempt from the new rules for one year to provide a transition period.
- ◆ Establishes purposes for HP and includes the definitions needed.
- ◆ Officially recognizes significant historic, archaeological and cultural resources, the best of the best, through eligibility criteria and a designation process for HP district and places HP designated resources on a Scottsdale Historic Register.
- ◆ Establishes the roles of Historic Preservation Officer (HPO) and City Archaeologist to provide support for the Historic Preservation Commission, carry out duties defined under the ordinance and manage the program.
- ◆ Provides for the development of a Historic Preservation Plan for a resource that defines specifically what features and/or characteristics resulted in the designation, and measures to implement the plan to preserve these important features and characteristics.
- ◆ Establishes procedures to review and approve exterior changes to HP designated properties in conjunction with the Development Review Board as needed for the project: interior changes and minor repairs are exempt from review procedures.
- ◆ Protects HP designated resources by establishing a demolition approval process and providing a delay in demolition, when applicable, to allow time for all alternatives for preservation to be adequately explored.
- ◆ Informal users manuals on administrative guidelines and procedures will be prepared to aid users in understanding the ordinance and historic preservation program, and any forms needed will be prepared soon after adoption of the ordinance.

ORDINANCE NO. 3242

AN ORDINANCE OF THE COUNCIL OF THE CITY OF SCOTTSDALE, MARICOPA COUNTY, ARIZONA, AMENDING ORDINANCE NO. 455, AS AMENDED, THE ZONING ORDINANCE OF THE CITY OF SCOTTSDALE, BY AMENDING ARTICLES I, III, VI, AND XI OF THAT ORDINANCE, AND AMENDING CHAPTER 2, DIVISION 9, SECTIONS 2-312 AND 2-313 OF THE SCOTTSDALE REVISED CODE, AS PROVIDED IN CASE NO. 3-TA-99, RELATING TO THE CITY'S HISTORIC PRESERVATION PROGRAM AND REGULATIONS AND PROCEDURES FOR THE PRESERVATION OF HISTORIC RESOURCES AND THE HISTORIC PROPERTY ZONING OVERLAY DISTRICT, AND PROVIDING PENALTIES.

WHEREAS, the City Council of the City of Scottsdale finds that the protection, enhancement and preservation of resources of historic, cultural, archaeological and aesthetic significance are in the interests of the health, prosperity and welfare of the people of the City of Scottsdale and that the adoption of historic preservation regulations is for a public purpose, and

WHEREAS, the City Council recognizes the past needless losses of historic properties which had substantial value to the historic and cultural heritage of the citizens of Scottsdale, and intends to take reasonable measures to prevent similar losses in the future, and

WHEREAS, the City Council intends to preserve important historic and cultural resources to foster civic pride in the accomplishments of the past, to protect and enhance the city's attraction to visitors, to create economic benefits from heritage tourism, and to encourage increases in property values through historic recognition, and

WHEREAS, in A.R.S. § 9-462.01.A.10 the Arizona legislature has authorized the City to establish districts of historic significance, adopt plans for the preservation of districts of historic significance, designate structures or sites of special historic significance, and require special permission for development of designated structures or sites,

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Scottsdale as follows:

Section 1: Section 1 206 of Ordinance No. 455, the Zoning Ordinance of the City of Scottsdale, is amended to read as follows:

Sec. 1.206. Processing of development applications.

- A. The Zoning Administrator shall process the following development applications: General Plan amendments, zoning ordinance text amendments, conditional use permits, municipal use master site plan approvals, abandonments, development review, variances, conditional use permits, revocations and subdivision plats.
- B. The Historic Preservation Officer shall process the following development applications: Historic Property (HP) District designation, Certificates of No Effect, Certificates of Appropriateness, Certificates of Demolition Approval, and Certificates of Economic Hardship relating to development of historic and/or archaeological resources.

Section 2: Section 1 301.B of the Zoning Ordinance of the City of Scottsdale is amended to read as follows:

B. Zoning district map amendments:

1. The zoning district map may be amended, supplemented, modified or repealed. Requests to amend the zoning district map may be initiated by the Planning Commission, the City Council, or an owner of real property which is the subject of the application.
2. An application to have an historic resource zoned HP District may be initiated by the Historic Preservation Commission, the Planning Commission, the City Council, or by an owner of real property which is the subject of the application.

Section 3: Article I of the Zoning Ordinance of the City of Scottsdale is amended by adding a new Section 1.307, to read as follows:

Sec. 1.307. Development Applications for Historic Property.

Development applications for property zoned or to be zoned (HP) Historic Property are subject to the rules, regulations, and procedures set forth in section 6.100 (HP) Historic Property in addition to the requirements of Article I of this zoning ordinance.

Section 4: Article I of the Zoning Ordinance of the City of Scottsdale is amended to add the following as sections 1.1000 through 1.1003:

Sec. 1.1000. HISTORIC PRESERVATION COMMISSION.

Sec. 1.1001. Purpose and Powers.

The Scottsdale Historic Preservation Commission shall advise the Planning Commission and the City Council in all matters concerning historic and archaeological preservation, shall consider and make recommendations to the Planning Commission and the City Council about applications to designate and rezone property as HP District, and exercise the powers the City Council has delegated to the Commission.

Sec. 1.1002. Historic Preservation Officer and City Archaeologist.

- A. The City Council hereby authorizes the City Manager, or designee, to designate an Historic Preservation Officer and a City Archaeologist.
- B. The Historic Preservation Officer and City Archaeologist shall assist the Historic Preservation Commission in carrying out its duties, and perform administrative duties required by Chapter 46, Article VI of the Scottsdale Revised Code and by the Zoning Ordinance of the City of Scottsdale.

Sec. 1.1003. Procedures; Notice and Hearing.

- A. All applications for Historic Property (HP) District zoning shall be considered by the Historic Preservation Commission pursuant to the requirements of Section 6.100 of the Zoning Ordinance of the City of Scottsdale.
- B. All applications for development of property within an HP District are subject to the provisions of Section 6.100 of the Zoning Ordinance of the City of Scottsdale.

Section 5: Article I of the Zoning Ordinance of the City of Scottsdale is hereby amended by renumbering existing sections 1.1000 through 1.1312 as follows:

Sec. 6.133. Enforcement Actions.

The provisions of Sections 1.1400 through 1.1412 of the Zoning Ordinance of the City of Scottsdale apply to actions to enforce Section 6.100, (HP) Historic Property.

Section 9: Section 11.100, Fee Schedule, of the Zoning Ordinance of the City of Scottsdale is amended by adding a new subsection 11.100.D.9 to read as follows:

9. *Historic Property Designation:* No fee is required for an application to designate an historic or archaeological resource as an HP District. If the Historic Preservation Officer, however, makes an initial determination that the resource is not eligible for such designation, the applicant may proceed with the application only upon payment of the fee required for zoning map amendments.

Section 10: Section 11.100, Fee Schedule, of the Zoning Ordinance of the City of Scottsdale is amended by adding a new subsection 11.100.L to read as follows:

- L. *Historic Property Certificates of No Effect, Certificates of Appropriateness, Certificates of Demolition Approval, Certificates of Economic Hardship:* No fee is required for an application for a Certificate of No Effect, a Certificate of Appropriateness, a Certificate of Demolition Approval or a Certificate of Economic Hardship.

Section 11: Sections 2-312 and 2-313 of Chapter 2, Division 9, of the Scottsdale Revised Code are hereby amended by deleting the existing language and substituting new language to read as follows:

Sec. 2-312. Membership.

The Scottsdale Historic Preservation Commission shall consist of seven (7) members, each of whom shall be appointed by the City Council. Each member shall have demonstrated special interest, knowledge or experience in at least one of the following: building construction, history, architectural history, architecture, historic architecture, planning archaeology, historic archaeology, real estate, historic preservation law or other historic preservation related field. At least one member should be selected from each of the following professions: Registered Architect, Real Estate Professional, Archaeologist, Historian.

Sec. 2-313. Purpose; powers and duties.

- A. The Commission is charged with developing a comprehensive Historic Preservation Program and assisting the City in becoming a Certified Local Government in Arizona.
- B. The Scottsdale Historic Preservation Commission shall:
 1. Establish a process for identifying Scottsdale's historic, archaeological, and cultural resources;
 2. Develop recommendations to provide a variety of support and incentives, including funding concepts, to enhance and maintain significant historic and archaeological resources;
 3. Review proposed alterations to historic and archaeological resources through the Certificate of Appropriateness process;

4. Identify resources and districts of historical significance in the City;
5. Develop, maintain, and from time to time amend, plans for the preservation of resources of historical significance in the City;
6. Establish standards necessary to preserve the historical character of resources designated historic;
7. Establish and maintain the Scottsdale Historic Register; inventory historic properties, including archaeological resources, and recommend to the City Council designations for historic property districts;
8. Establish guidelines for evaluation of historic and archaeological resources; provide public information and education on preservation;
9. Coordinate resources and provide technical assistance;
10. Develop criteria and review procedure;
11. Promote revitalization of the City through preservation;
12. Confer with other city, county, regional, State, and national historic preservation boards and commissions;
13. Initiate programs for the restoration or rehabilitation of City-owned buildings;
14. Advocate and recommend programs for the restoration or rehabilitation of privately owned buildings and the preservation of archaeological resources;
15. Discourage, and work with City departments to prevent, unwanted demolition of historic buildings and structures, and the destruction of archaeological resources; and
16. Develop partnerships with groups such as the Scottsdale Historical Society and the State Historic Preservation Office.
17. Report its progress to the City Council twice a year.

Section 12: If any section, subsection, sentence, clause, phrase or portion of this ordinance or any part of the public record adopted herein by reference is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by the Council of the City of Scottsdale this 13th of July 1999.

ATTEST:

By: Sonia Robertson
Sonia Robertson
City Clerk

CITY OF SCOTTSDALE, an Arizona
municipal corporation

By: Sam Kathryn Campana
Sam Kathryn Campana
Mayor

APPROVED AS TO FORM:

By: Fredda J. Bismar
Fredda J. Bismar
City Attorney

**HISTORIC PROPERTY OVERLAY PROCEDURES AND REGULATIONS
OF THE CITY OF SCOTTSDALE, AZ**

Historic Preservation Commission shall be given to the applicant and the Historic Preservation Officer by the City Clerk within ten (10) days after the Council votes to initiate a review of the Plan.

- D. The City Clerk shall schedule the appeal for a City Council agenda not more than forty (40) or less than fifteen (15) days following submittal of the appeal. The City Council at its meeting shall uphold, modify, or remand for further consideration the plan approved by the Commission. The decision of the City Council shall be final.

Sec. 6.120. DEVELOPMENT OF HISTORIC RESOURCES.

Sec. 6.121. Alteration of Historic Resources; Approvals Required.

- A. No building, permanent sign, or other structure in an HP District shall be erected, demolished, moved, restored, rehabilitated, reconstructed, altered, or changed in exterior appearance, nor shall any historic resource be altered, moved, remodeled, demolished, enlarged or extended contrary to the Historic Preservation Plan for the HP District or historic resource until plans for such activities have been submitted to and approved by the Historic Preservation Officer or the Historic Preservation Commission, and the City has issued a Certificate of No Effect, a Certificate of Appropriateness, or a Certificate of Demolition Approval for the subject property. This requirement is in addition to any other permit or approval required by law.
- B. Failure to comply with a stipulation, standard, or plan made a part of any of these approvals shall constitute a violation of section 6.100 of the Zoning Ordinance of the City of Scottsdale. An approved plan shall be binding upon the owner/applicant and their successors and assignees. No permit shall be issued for any building or structure not in compliance with the plan, except that temporary facilities shall be permitted in conjunction with construction. No structure or other element specified on the Historic Preservation Plan shall be eliminated, or altered or provided in another manner, unless an amendment is approved in conjunction with the procedures for original approval.
- C. Maintenance of the historic resource pursuant to the Historic Preservation Plan is required. Ordinary maintenance or repair of any structure in the HP District that does not alter or modify the historic character of the structure will not require a Certificate of No Effect or a Certificate of Appropriateness.

Sec. 6.122. Review Process on Applications Requiring a Certificate of No Effect or a Certificate of Appropriateness.

- A. When a building permit or other permit is sought from the City to alter, remodel, move, build, or otherwise develop or landscape property or archaeological sites in an HP District, issuance of the permit shall be deferred until after a Certificate of No Effect or a Certificate of Appropriateness is obtained from the Historic Preservation Commission.
- B. In the event work requiring a Certificate of Appropriateness or a Certificate of No Effect is being performed without such a Certificate, the Historic Preservation Officer or other city inspector shall contact the person performing the work and ask that all work cease. If work continues, the Historic Preservation Officer shall ask that a Stop Work Order be issued by the Development Service Director or designee. In the event work is being performed that is not in accordance with a Certificate of Appropriateness issued by the Historic Preservation Commission, the Historic Preservation Officer shall ask that a Stop Work Order be issued by the Building Official. The City may seek an injunction to enforce a Stop Work Order.

**HISTORIC PROPERTY OVERLAY PROCEDURES AND REGULATIONS
OF THE CITY OF SCOTTSDALE, AZ**

- C. The Development Services Director or designee shall refer requests for permits for property located within an HP District to the Historic Preservation Officer.
- D. The Historic Preservation Officer or designee shall issue a Certificate of No Effect within seven (7) days after receipt of an application if:
 - 1. It is determined the proposed work is minor and clearly within the adopted Historic Preservation Plan and
 - 2. Any modifications to the proposed work requested by the Historic Preservation Officer are agreed to by the owner/applicant, and
 - 3. The proposed work will not diminish, eliminate, or adversely affect the historic character of the subject property or the HP District.
- E. A Certificate of No Effect shall expire and become null and void two (2) years from the date of issuance unless construction work is started within that time.
- F. If a Certificate of No Effect is not issued, a Certificate of Appropriateness from the Historic Preservation Commission shall be required.
- G. The review and decision on a Certificate of Appropriateness shall be conducted in the following manner:
 - 1. In cases where Development Review Board approval is necessary in addition to a Certificate of Appropriateness, the Historic Preservation Officer and the Zoning Administrator or their designee shall confer to decide whether the historic aspects or the development review aspects dominate the proposed development, and shall decide whether it is more appropriate for the Historic Preservation Commission or the Development Review Board to consider the proposal. If the case is presented to the Historic Preservation Commission only, the Commission shall have the power to grant or deny Development Review Approval in addition to its ruling on the Certificate of Appropriateness.
 - 2. In all cases to be heard by the Historic Preservation Commission, the Historic Preservation Officer shall review the application for a Certificate of Appropriateness and shall schedule a public hearing before the Commission within thirty (30) days of the filing of an application for a development permit. Notice of the application shall be posted on the property at least ten (10) days before the date set for the public hearing before the Historic Preservation Commission. The Historic Preservation Commission shall review the application in light of the **STANDARD** set forth below and the evidence presented at the hearing, and shall either grant or deny the Certificate of Appropriateness, grant it with stipulations, or issue a Certificate of No Effect.
 - 3. The standard for evaluating a Certificate of Appropriateness is consistent with the Historic Preservation Plan for the resource.
 - 4. The owner or applicant may appeal the Historic Preservation Commission's decision in writing to the City Council within twenty (20) days of the Commission's decision.
 - 5. The City Council shall have the right to initiate its own review of any decision of the Historic Preservation Commission by a majority vote of the City Council made within twenty (20) days of the Commission's decision.

**HISTORIC PROPERTY OVERLAY PROCEDURES AND REGULATIONS
OF THE CITY OF SCOTTSDALE, AZ**

6. The City Clerk shall schedule the appeal for a City Council agenda not more than forty (40) or less than fifteen (15) days following submittal of the appeal. Notice of the hearing shall be mailed by first class mail to the applicant(s) and property owner(s) at least fifteen (15) days prior to the hearing and shall be posted on the property at least fifteen (15) days prior to the hearing.
 7. In the event the initial hearing on an appeal to the City Council is not held within one hundred twenty (120) days of the date the permit application was filed, the Certificate of Appropriateness shall be deemed approved.
 8. The City Council may uphold, reverse, or modify the decision of the Historic Preservation Commission.
 9. The owner, applicant, or any person aggrieved by the decision of City Council on a Certificate of No Effect or a Certificate of Appropriateness may appeal that decision by filing a special action in Superior Court within thirty (30) days of that decision.
 10. No change shall be made in the approved plans of the project after issuance of a Certificate of No Effect or a Certificate of Appropriateness without resubmitting the plans for the project to the Historic Preservation Officer and approval of the change in the same manner as provided above.
 11. A Certificate of Appropriateness shall expire and become null and void two (2) years from the date of issuance unless construction work is started within that time.
- H. If a Certificate of No Effect or a Certificate of Appropriateness is issued, the owner/applicant shall proceed with any Development Review Board application required by the zoning ordinance of the City of Scottsdale.

Sec. 6.123. Demolition of Historic Resources

- A. No demolition permit shall be issued by the City to move or demolish all or any part of a building, structure, object or Landmark in an HP District without a Certificate of Demolition Approval. Requests for a Certificate of Demolition Approval shall be considered in the following manner:
1. Applications for a Certificate of Demolition Approval shall be filed with or referred to the Historic Preservation Officer. If the owner/applicant is using economic hardship to justify the demolition, an application for a Certificate of Economic Hardship shall be filed with the application for a Certificate of Demolition Approval. The Historic Preservation Commission may establish criteria, for certain types of structures or actions, authorizing the Historic Preservation Officer to staff approve an application for a Certificate of Demolition Approval and to waive a public hearing.
 2. A Certificate of Demolition Approval shall be issued if the Building Official has determined that the structure, building or object is an imminent hazard to public safety and that repairs would be impractical.
 3. The Historic Preservation Officer shall review the application for a Certificate of Demolition Approval and, if applicable, a Certificate for Economic Hardship, and shall schedule a public hearing before the Historic Preservation Commission within thirty (30) days of the application(s). Notice of the hearing shall be posted on the property at least ten (10) days before the hearing. Notice of the hearing shall be mailed by first class mail to the owner/applicant(s) at least ten (10) days prior to the hearing.

SUMMARY OF PROVISIONS ARCHAEOLOGICAL RESOURCES ORDINANCE

PURPOSE: The Archaeological Resources Ordinance formalizes the City's commitment to identify and protect, and recover when necessary, significant archaeological resources on public and private projects in Scottsdale.

- ◆ Adds a new article to Chapter 46 of the City Code dealing with Archaeological Resources, since the standards are not tied to a specific zoning district but apply to any development.
- ◆ Sets up procedures for identifying and preserving significant archaeological resources Citywide: currently surveys are only required within ESL overlay, generally north of the CAP Canal.
- ◆ Defines criteria to determine which sites are significant and focuses on protecting significant sites in place and/or mitigating development impacts on significant sites.
- ◆ Provides several exemptions from being required to complete surveys and reports to provide for a smoother transition from current to new procedures. Exemptions include:
 1. One house on a single family lot.
 2. Non-residential (commercial, office, hotel, etc.) development disturbing less than 1 acre.
 3. Utility installations, linear projects, under 1000' long.
 4. Projects on land where over half the land was previously built-upon.
 5. Previously approved and pending projects such as building permits and projects with Development Review Board (DRB) approvals.
 6. Approved master plans and approved development/redevelopment agreements with provisions on archaeology.
- ◆ Provides for staff approvals of a Certificate of No Effect if development will not impact any identified significant archaeological sites.
- ◆ Sets up procedures for the preparation and implementation of a mitigation plan by the applicant when the development will impact a significant archaeological site.

**Background Materials related to
implementing City Code responsibilities:**

- **Scottsdale Historic Register**
- **Actions by City Council Related to
Scottsdale's Historic Preservation
Program**
- **List of Historic Contexts for the City of
Scottsdale**

SCOTTSDALE HISTORIC REGISTER

Properties, structures or districts are listed below in order of the date when the Scottsdale City Council placed the resource on the Scottsdale Historic Register and by the historic name of the use, structure, district or property. The Scottsdale Historic Register list was last revised July 2011.

Scottsdale Grammar School (Little Red School House), 7333 E. Scottsdale Mall

Date Placed on Register: May 23, 2000 by Resolution No. 5550

Date of Construction: 1909

National Register Listing: June 1994

Cavalliere's Blacksmith Shop, 3805 N. Brown Avenue

Date Placed on Register: May 23, 2000 by Resolution No. 5550

Date of Construction: 1920

Farmer's State Bank of Scottsdale (Rusty Spur), 7245 E. Main Street

Date Placed on Register: May 23, 2000 by Resolution No. 5550

Date of Construction: 1921

First U. S. Post Office Building, 3944 N. Brown Avenue

Date Placed on Register: May 23, 2000 by Resolution No. 5550

Date of Construction: 1929

Scottsdale Grammar School #2 (Loloma School), 3720 N. Marshall Way

Date Placed on Register: May 23, 2000 by Resolution No. 5550

Date of Construction: 1928

Johnny Rose's Pool Hall (Mexican Imports), 3933 N. Brown Avenue

Date Placed on Register: Oct. 3, 2000 by Ordinance No. 3341, 22-ZN-2000

Date of Construction: 1923

Our Lady of Perpetual Help Mission Church, 3821 N. Brown Avenue

Date Placed on Register: April 3, 2001 by Ordinance No. 3374, 1-ZN-2001

Date of Construction: 1933

Architect: Robert Evans

Titus House, 1319 N. Hayden Road

Date Placed on Register: May 1, 2001 by Resolution No. 5776

Date of Construction: 1892

Architect: James Creighton

National Register Listing: May 1982

Saba's Department Store, 7254 E. Main Street

Date Placed on Register: May 1, 2001 by Resolution No. 5776

Dates of Construction: 1921 (Sterling Drug Store), historic alteration in 1948

Cattle Track Complex, 6105-6207 N. Cattle Track

Date Placed on Register: May 1, 2001 by Resolution No. 5776

Dates of Construction: Multiple. George L. Ellis House at 105 N. Cattle Track – 1937, expansion in 1940's, plus four workshop-studios, including 1930s barn converted into Phil Curtis studio/residence in 1940s, three residential-studios and one pump house of varying vintage. Kueffner Residence at 6207 N. Cattle Track – 1938, plus two workshop/studios.

Architect: George Ellis for majority of complex

National Register Listing: September 1999

Hotel Valley Ho, 6850 E. Main Street

Date Placed on Register: July 1, 2002 by Ordinance No. 3453, 7-ZN-2002

Dates of Construction: 1956 Valley Ho, two 1958 additional wings to north

Architect: Edward L. Varney Assoc.

Craftsman Court, 7121-7141 E. 5th Avenue

Date Placed on Register: July 1, 2002 by Ordinance No. 3454, 8-ZN-2002

Dates of Construction: seven building complex began in 1955,

Architect: T.S. Montgomery

Adobe Apartments, 7037-7041 E. 1st Avenue

Date Placed on Register: July 1, 2002 by Ordinance No. 3455, 9-ZN-2002

Date of Construction: 1953, residential addition in 2002

Pink Pony Restaurant, 3831 N. Scottsdale Road

Date Placed on Register: May 4, 2004 by Ordinance No. 3562, 19-ZN-2003

Dates of Construction: 1954 (Sprouse-Reitz Drugstore), historic alteration in 1970

Sugar Bowl Restaurant, 3935 and 4005 N. Scottsdale Road

Date Placed on Register: May 4, 2004 by Ordinance No. 3563, 20-ZN-2003

Dates of Construction: 1950 (Western Motor Service), historic alteration in 1958

Town and Country Scottsdale Historic District, SWC of Oak and 74th

Location: Between Oak Street and Monte Vista Rd., and between 72nd Place and 74th Street
62 single-family homes on approximately 12 acres

Date Placed on Register: June 7, 2005 by Ordinance No. 3619, 24-ZN-2004

Dates: Subdivided in 1958; homes for sale in 1959

Builder: Fred E. "Woody" Woodworth,

Architect: Ralph Haver

National Register Listing: September 2009

Village Grove 1-6 Historic District, SWC of Oak and 68th

Location: Between Oak Street and Almeria Road and between 66th Place and 69th Street
255 single-family homes on approximately 72 acres

Date Placed on Register: June 7, 2005 by Ordinance No. 3620, 25-ZN-2004

Dates: Six subdivision plats in 1957

Builder: Allied Construction Company

National Register Listing: May 2010

Taliesin West, 12621 N. Frank Lloyd Boulevard

Located on 10.6+/- acres, north of the CAP Canal at the base of the McDowell Mountains

Date Placed on Register: April 4, 2006 by Ordinance No. 3667, 21-ZN-2005

Dates of Construction: 1937-1959

Architect: Frank Lloyd Wright (Additions/Alterations after Mr. Wright's death in 1959
by Taliesin Fellowship and Apprentices of Frank Lloyd Wright)

National Register Listing: February 1974, National Historic Landmark in May 1982

Kerr Cultural Center, 6110 N. Scottsdale Road

Location: approximately ½ acre off Rose Lane

Date Placed on Register: June 17, 2008 by Resolution 7615 to accept Conservation Easement

Dates of Construction: Louise Lincoln Kerr Residence 1948; Studio 1959 with 1969 and later
additions/alterations to the north and west

National Register Listing: April 2010

Roald Amundsen Pullman Car, 7301 E. Indian School Road

Location: .07 acres within City of Scottsdale's McCormick-Stillman Railroad Park

Date Placed on Register: July 1, 2009 by Ordinance No. 3861, 3-ZN-2009

Date of Construction: Built in 1928, moved to city-owned park in 1974

Builder: George Pullman, Pullman Car Company

National Register: September 2009

Charles Miller House, 6938 E. 1st Street

Location: .06 acres within Charles Miller Square on Northwest corner of Goldwater & 1st Street

Date Placed on Register: February 16, 2010 by Ordinance No. 3886, 11-ZN-2009

Date of Construction: About 1913, moved in 1955 and 2001 to prevent demolition

Designer/Builder: Wood-frame Craftsman Bungalow probably built by Charles Miller, owner
from a pre-fabricated kit or from a set of working drawings available at the time

Villa Monterey Units 1-7 Historic District, E of Miller, NEC/SEC of Chaparral & Miller

Location: 758 homes and 13 common tracts on approximately 115 acres with 7 Homeowner's
Associations (HOAs). Unit 1 is West of Miller; Units 2, 3, 4 and 5 are East of Miller
and South of Chaparral; and Units 6 and 7 are West of Miller and North of Chaparral

Date Placed on Register: June 7, 2011 by Ordinance No. 3944, 13-ZN-2010

Dates of Construction: 1961-1969

Architect: Unit 1 listed as Ralph Haver but not verified

Builder: Butler Homes, David Friedman, President

ACTIONS BY CITY COUNCIL RELATED TO SCOTTSDALE'S HISTORIC PRESERVATION PROGRAM

Ordinance Resolution or Contract #s	Subject/Property	Council Date
Mayor announcement	Formation of Historic Resources Preservation Task Force; mission, scope timeframe, and membership (Report 4/15/97)	7/2/96
Ord. 3017	Ordinance to establish a Historic Preservation Commission and appoint members to the Commission	6/2/97
Ord. 3242 and Res. 5342	Adopt Historic Property Zoning Overlay ordinance (3-TA-99) and Resolution declaring HP zoning a public record	7/13/99
Ord. 3243 and Res. 5325	Adopt Protection of Archaeological Resources Procedures and Regulations ordinance and Resolution declaring regulations a public record	7/13/99
Contract 1999- 108-COS	Professional Services Contract with Debbie Abele, Akros, Inc. for Historic Preservation Officer service	10/4/99
Contracts 1999-109-COS, 1999-110-COS, & 1999-111-COS	Professional Services Contracts for on-call archaeologists to implement the archaeology ordinance with Logan, Simpson Design, Inc, Entranco, Inc. and Stantec Consulting, Inc.	10/4/99
Resolution 5550	Resolution to maintain HP overlay and place five properties on the Scottsdale Historic Register: Scottsdale Grammar School, Cavalliere's Blacksmith Shop, Farmers State Bank, First U.S. Post office and Scottsdale Grammar School #2	5/23/00
Ord. 3341 22-ZN-2000	Amend zoning map to place HP on Johnny Rose's Pool Hall and place on Scottsdale Historic Register	10/3/00
Ord. 3342 23-ZN-2000	Ordinance to remove HP overlay zoning from Blackie's Pool Hall, 7232-7236 E. Main St	10/3/00
Ord. 3343 24-ZN-2000	Ordinance to remove HP overlay zoning from T-Bar-T Theater, 7219 E. Main St	10/3/00
Ord. 3344 25-ZN-2000	Ordinance to remove HP overlay zoning from Y. C. White Residence, 7105 E. 1 st Ave	10/3/00
Ord. 3345 26-ZN-2000	Ordinance to remove HP overlay zoning from 300 Building - Old Main at Scottsdale High School	10/3/00
Res. 5728 and Agreement 2001-014-COS	Adopt resolution to sign Certified Local Government (CLG) agreement with AZ State Parks Board	2/5/01
Ord. 3374 1-ZN-2001	Amend zoning map for Our lady of Perpetual Help Mission Church to add HP and place on Scottsdale Historic Register	4/3/01
Resolution 5776	Resolution to maintain HP overlay for three properties and placing them on Scottsdale Historic Register; Titus House, Saba's Department Store, and Cattle Track Complex	5/1/01
Resolution 6005 and Agreement 2002-014-COS	Resolution authorizing signing on agreement with AZ State Parks Board for CLG pass-through funding of \$10,000 for to complete a multifamily housing survey	2/19/02
Ord. 3432	Amend Chapter 46 to amend records check requirement in the archaeology ordinance	4/14/02

Ordinance Resolution or Contract #s	Subject/Property	Council Date
Contracts 2002-082-COS, 2002-083-COS, 2002-084-COS, 2002-085-COS, & 2002-086-COS	Authorize Professional Services Contracts with firms to prepare building condition assessment reports for properties on the Scottsdale Historic Register with; Metropolis Design Group, Michael Wilson Kelly Architects, Don Ryden Architects, Van Dijk Westlake Reed Leskosky, and Schirmer Engineering	6/3/02
Ord. 3453 7-ZN-2002	Rezone Hotel Valley Ho HP and place on the Scottsdale Historic Register	7/1/02
Ord. 3454 8-ZN-2002	Rezone Craftsman Court HP and place on Scottsdale Historic Register	7/1/02
Ord. 3455 9-ZN-2002	Rezone Adobe Apartments HP and place on Scottsdale Historic Register	7/1/02
Ord. 3502 7-ZN-2002#2 & 1-HP-2003	Approve HP Plan and amended development standards for Hotel Valley Ho	4/1/03
Res. 6374 & Agree 2003-158-COS	Approve agreement with Frank Lloyd Wright Foundation for development of destination attraction (includes agreement for Scottsdale to begin HP zoning case for Taliesin West)	9/23/03
Res. 6399 & Agree 2003-175-COS	Approve agreement for Hotel Valley Ho HP incentives and easement agreement (financial incentives were not included in Ord. 3502)	11/4/03
Ord. 3544 35-ZN-1995#4	Approve site development plan and stipulations for Phase 2 and future phases for The Canal at Cattle Track, Cattle Track Complex HP	1/6/04
Contracts 2004-002-COS 2004-003-COS 2004-004-COS 2004-005-COS	Approve Professional Services Contracts with firms to provide on-call archaeological services and implement the archaeology ordinance with; Archaeological Consulting Services, Ltd., Archaeological Research Services, Inc., Desert Archaeology, Inc., and Logan Simpson Design, Inc.	1/6/04
Ord. 3562 19-ZN-2003 & 5-HP-2003	Rezone Pink Pony HP and place on Scottsdale Historic Register	5/4/04
Ord. 3563 20-ZN-2003 & 6-HP-2003	Rezone Sugar Bowl HP and place on Scottsdale Historic Register	5/4/04
Ord. 3572 7-ZN-2002#3 & 2-HP-2004	Approve amendment to HP Plan Developmental Assistance and amended development standard for 7-feet additional height for tower in Hotel Valley Ho	5/17/04
Contract 2004-137-COS	Approve Professional Services Contract with Akros, Inc., Debbie Abele, to provide Historic Preservation Officer services to support the HP program	10/5/04
Res. 6564	Amendment to Historic Preservation of Valley Ho Property Development Agreement; Correct Res. 6399 legal description	10/18/04

Ordinance Resolution or Contract #s	Subject/Property	Council Date
Ord. 3619 24-ZN-2004 & 9-HP-2004	Rezone Town and Country Scottsdale HP and place on Scottsdale Historic Register as a neighborhood historic district	6/7/05
Ord. 3620 25-ZN-2004 & 10-HP-2004	Rezone Village Grove 1-6 HP and place on Scottsdale Historic Register as a neighborhood historic district	6/7/05
Res. 6795	Amendment to Agreement 2003-175-COS-A2 for Hotel Valley Ho to waive permit fees and reduce historic preservation payments	12/12/05
Ord. 3667 21-ZN-2005 & 6-HP-2005	Rezone 10.6+/- acres at Taliesin West HP and place on Scottsdale Historic Register	4/4/06
Res. 6860 & Agreement No. 2006-023-COS	Authorize purchase of first Conservation Easement for rehab program & authorize Preservation to administer Historic Residential Exterior Rehabilitation (HRER) Program to acquire future Conservation Easements & award rehab funds	4/4/06
Res. 7270	Authorize Mayor to sign and submit Preserve America application to be considered for designation	5/22/07
Res. 7627	Authorize Mayor to sign and staff to apply for Preserve America Grant for \$50,000	6/17/08
Res. 7615	Adopt Resolution #7615, approving acceptance of a Conservation Easement for the Kerr Cultural Center, 6110 N. Scottsdale Road from the Arizona Board of Regents, authorizing the Mayor to sign the conservation easement, and placing the Kerr Cultural Center on the Scottsdale Historic Register.	6/17/08
Ord. 3861	Adopt Ordinance No. 3861 approving a rezoning from Open Space District (O-S) to Open Space District, Historic Property on .07 acres – Roald Amundsen Pullman Car HP overlay Zoning, 3-ZN-2009 and 1-HP-2009	7/1/09
Res. 8051	Adopt Resolution No. 8051 authorizing Professional Services Contract No. 2009-120-COS with Archaeological Consulting Services, Ltd., Contract No. 2009-121-COS with Desert Archaeology, Inc., Contract No. 2009-122-COS with Logan Simpson Design, Inc., and Contract No. 2009-123-COS with Northland Research, Inc. to provide archaeological services for the City of Scottsdale to implement the Protection of Archaeological Resources Ordinance.	8/25/09
Ord. 3886 11-ZN-2009 & 3-HP-2009	Adopt Ordinance No. 3886 approving a rezoning from D/OC-2 to D/OC-2 HP on .065 acres to place the Charles Miller House, 6938 E. 1 st Street on the Scottsdale Historic Register	2/16/10
Ord. 3944 13-ZN-2010 & 4-HP-2010	Adopt Ordinance No. 3944 approving a rezoning of Villa Monterey Units 1-7 on roughly 115 acres from R-4 and R-5 to R-4 HP and R-5 HP and place on Scottsdale Historic Register as a townhouse historic district of 758 homes and 13 tracts	6/7/11

LIST OF HISTORIC CONTEXTS FOR THE CITY OF SCOTTSDALE, 1/2013

Listed in order of era or time period of context

1. **Ancient Peoples in Scottsdale from the First Hunters and Gatherers Through the Hohokam Culture – An Overview of Scottsdale’s Prehistoric Sites**, Don Meserve, January 2003
2. **Over 100 Years of Early Settlers in Scottsdale Periphery, 1848-1955; U. S. Cavalry, Homesteading, Mining, Ranching and Arabian Horses** (outline 9/11), Don Meserve
3. **Scottsdale’s Early Town Buildings** (incomplete; parts contained in designation reports, National Register nominations or flyers), Debbie Abele and Don Meserve, 2000
4. **Historic Context for Scottsdale’s Development as an Arts Colony & Tourist Destination**, Liz Wilson and Debbie Abele, 2002, Revised February 2004
5. **Broken Down Cowboys – A Summary of Ranching in North Scottsdale and the McDowell Sonoran Preserve, 1915-1970** (prepared for Preserve trail mitigation as portion of #2 above), Archaeological Consulting Services, June 18, 2012
6. **Scottsdale Places of Worship, 1945-1973**, John Southard and Don Meserve, May 2010
7. **Scottsdale Postwar Multifamily Housing Survey, 1946-1965**, Debbie Abele and Liz Wilson, 2002
8. **Postwar Modern Housing and a Geographic Information System Study of Scottsdale Subdivisions, 1946-1973**, Liz Wilson, August 2002
9. **Historic Context: Scottsdale’s Postwar Townhouses, 1960-1974**, Linnea Caproni, Debbie Abele and Don Meserve, December 2009
10. **Historic Context for Western Themed Commercial Attractions** (historic context outline requested by HPC 6/11, outline 7/11), Don Meserve
11. **A Modern Dynamic City - Scottsdale City Planning, Public Buildings and Development, 1961-1979**, Don Meserve, November 2012
12. **Private Resources Contributing to Scottsdale’s Development as a Modern Dynamic City, 1961-1979**, (companion to historic context for public resources, outline 9/11), Don Meserve

Recent Annual Reports and HPC Work Programs (Newest First):

- **Draft Scottsdale HPC 2013 Work Program**
- **Historic Preservation Commission Annual Report for 2012**
- **Scottsdale HPC 2012 Work Program**
- **Historic Preservation Commission Annual Report for 2011**
- **Scottsdale HPC 2011 Work Program**

Scottsdale Historic Preservation Commission 2013 Work Program

Designation

- Complete public hearings to designate places of worship
- Investigate CLG or Indian Gaming funds for completing new historic contexts
- Contact homeowners in top townhouse neighborhoods about designation
- Evaluate Brusally Ranch house eligibility and consider preparing a related historic context
- Consider designating significant resources in the McCormick-Stillman Railroad Park collection and solicit the support of interested parties for any designation
- Monitor activity in the Reata Pass area for Western Themes Restaurants
- Evaluate remaining World War II resources like hangars buildings in the Scottsdale Airpark area
- Contact 5th Avenue property owners regarding a possible district designation
- Contact the Corral family regarding Los Olivos Restaurant potential designation

Historic Preservation Plans

- Complete Historic Inventory Forms and finalize HP Plan for the Villa Monterey Historic District
- Incorporate energy efficiency and Green Building practices into the HRER program
- Complete and approve HP Plans for Charles Miller House and Pullman Car

Community Education & Outreach

- Oversee the General Plan progress and participate in the review process or make Commission recommendations on the General Plan when appropriate
- Expand upon the *Storytour* information and stories for Scottsdale resources
- Promote and maintain the Facebook pages for Scottsdale Historic Preservation
- Provide accurate information for the public on historic preservation by various methods

Archaeology

- Review available research on Historic Archaeology and early settlement in Scottsdale and consider city policies and procedures relative to sub-surface historic archaeology
- If completed, consider ways the Commission can assist in implementing recommendations in a Cultural Resources Master Plan for the McDowell Sonoran Preserve, such as Site Stewards to monitor Scottsdale's archaeological sites

Survey

- No new field surveys: discuss information on branch banking and bank buildings
- Maintain an updated the list of potential candidates for designation based upon prior surveys

HPC Procedures & Training

- Have one or more training sessions on topics selected by the Commission
- Participate in the annual state historic preservation conference in Mesa, Arizona in June 2013 and pursue CLG funds to cover the register costs for Commissioners

Advocacy

- Meet with the Mayor and/or City Council members when deemed appropriate or timely to describe proposed designations, current challenges and to answer any questions about the HP program or Commission activities



Historic Preservation Commission Annual Report

Prepared by Don Meserve, Historic Preservation Officer (HPO)/City Archaeologist

Approved by the Commission on January 12, 2013

Web Site Address: www.scottsdaleaz.gov/boards/HistPres

Web Site for HP Program: www.scottsdaleaz.gov/historiczoning

Number of Meetings Held: 12

Public Attending Meetings: 58

Public Hearings: 4

Major Topics Discussed

- Places of Worship – HPC selected five top candidates for consideration based on survey results. Letters were sent to each religious body expressing the Commission's interest in designation and meetings with church members and/or public open houses were held in November. Four cases were initiated by the HPC in December to add HP overlay zoning to four churches.
- Golden Keys – The potential Historic District designation for the Golden Keys townhouse development was discussed by the Commission and residents in several meetings. No action was taken on designation after the homeowners became divided over the concept.
- Public Hearings – The Commission held 3 public hearings on exterior alterations by homeowners in the Villa Monterey Units 1-7 Historic District; the Commission approved all 3 Certificates of Appropriateness. The Commission also approved an HRER program application.
- Villa Monterey Units 1-7 Historic District – Student volunteers have prepared Historic Property Inventory Forms for homes within this townhouse district approved by City Council in 2011: any remaining forms will be completed in 2013 for this large townhouse district.
- Historic Context: A Modern Dynamic City – Scottsdale City Planning, Public Buildings and Development, 1961-1979 – The Commission approved the historic context drafted by the Historic Preservation Officer that will serve as the background documentation for considering city or school district resources for local designation. Candidates have not been identified to date for potential designation.
- McCormick-Stillman Railroad Park – The Commission considers several resources within this specialty city park eligible for historic recognition. The Commission is seeking the support of the Scottsdale Railroad and Mechanical Society, the city's partner, for the designation.

The Commission held four public hearings and undertook a variety of tasks in 2012 related to their charge from City Council and their annual work program. **Additional Comments** address a few of the **Major Topics Discussed** above. After the comments, the **HPC Activities** are sorted into the activities in the HPC's approved 2012 Work Program and listed by meeting dates.

Subcommittees: None

Ethics Training: Refresher on 2/9/12

Selected Officers: Elected Chair and Vice-Chair 1/12/12

Reviewed Bylaws: Revised HPC bylaws approved to match updated Council policies 9/13/2012

Current Members and Terms

	Meetings Present	Absent	Term of Service End Date
Timothy P. Burns, Chair	12	0	10/14/2015 (appointed to 2 nd term)
David Schmidt, Past Chair	7	1	9/26/2012 (2 nd term ended)
Taraneh Moosavi, Vice-Chair	7	0	4/25/2015 (replaced Jennifer Smithey)
Ann Brandes, Commissioner	2	1	9/26/2015 (replaced David Schmidt)
Earl Eisenhower, Commissioner	3	5	9/27/2012 (passed away*)
Mark Hackbarth, Commissioner	10	2	1/10/2015 (replaced Robert Cook)
Ellen Kirchman, Commissioner	5	2	4/25/2015 (replaced DeeJaye Lockwood)
DeeJaye Lockwood, Commissioner	3	2	4/25/2012 (2 nd term ended)
Jennifer Smithey, Commissioner	5	0	4/25/2012 (1 st term ended)

John Southard, Commissioner	2	0	10/14/2015 (replaced Earl Eisenhower)
Cody Wilson	9	3	1/10/2015 (replaced Leonard Marcisz)

*Commissioner Earl Eisenhower passed away September 27, 2012 after his health declined over several months. He had hoped to recover from a fall and return to Commission meetings.

NOTE: July HPC regular meeting was cancelled.

Additional Comments/Recommendations

A year ago the Historic Preservation Commission (HPC) thought the Golden Keys townhouse neighborhood near Thomas Road and 61st Place would be the next residential historic district after two positive meetings with homeowners in the fall of 2011. The Golden Keys HOA had set up a committee to explore the historic district concept so residents could fully understand the impacts of designation. The HOA committee held a few neighborhood meetings. However, some homeowners decided they opposed the designation concept and petitioned their neighbors and the Commission to drop the idea of a historic district. The open public meetings of the Commission became a forum for residents to express their support or opposition to being designated. Following meetings with residents and recognizing that the homeowners were divided over designation, the Commission decided to take no further actions on Golden Keys. Commissioners reiterated their view that the neighborhood was still an eligible candidate for designation. The Golden Keys HOA Board also voted to drop the idea of pursuing historic district recognition due to the dissension.

In 2010 John Southard and Don Meserve, HPO completed a historic context on Scottsdale Places of Worship built from 1945-1973. A city-wide survey of Places of Worship built during this period was completed with the results presented to the Commission on a driving tour and in presentations in 2011. The Commission selected five candidates for designation in 2011, including the Los Arcos Methodist Church. Following the rezoning, sale and demolition of Los Arcos Methodist Church in 2012 for an apartment development, the Commission revisited their list of the top candidates and selected five top places of worship for potential designation. Letters were sent to the five churches to see if they were interested in being designated, to ask each owner for a contact person, and to gauge what meetings with the membership may be needed. All five responded positively to the letters and the Commission agreed with staff on proceeding to schedule open houses at each location.

The First Church of Christ, Scientist invited staff to their November 12, 2012 membership meeting to describe the proposed HP designation and answer any questions from members. Staff later received word that the members had voted not to proceed with historic designation; plans for an open house were cancelled at their request. Based upon the support from the four other properties and no vocal opposition, the Commission decided December 13, 2012 to direct staff to proceed with submitting applications on their behalf for HP overlay zoning cases for: 1) Ascension Lutheran Church (now the city-owned Community Design Studio), 2) Holy Cross Lutheran Church, 3) Glass and Garden Community Church (now The Garden Church) and 4) Saint Maria Goretti Catholic Church. Three hearings are required for each HP overlay zoning case with public hearings held by the HPC, Planning Commission and City Council. No public hearing dates have been scheduled.

The Commission will continue with their designation efforts for four significant places of worship in 2013, continue considering other potential designations, and will comment upon the draft General Plan on any text regarding historic and archaeological resources or historic neighborhoods. The Commission prepared a draft 2013 Work Program at their annual retreat on January 12, 2013. A copy of the draft work program is attached after the following list of 2012 HPC activities listed by the types of activities and meeting dates.

HPC Activities and Actions Taken - Listed in Order of the Approved 2012 Work Program

Survey Activities

- 4/12 Staff reported on the results of the archaeology surveys on three parcels of State Trust Land totaling 6,400 acres that the city had applied to acquire for the McDowell Sonoran Preserve.
- 8/9 Staff presented a draft historic context for potential future consideration of city-owned properties for local designation, such as City Hall or the Civic Center Mall area.
- 11/8 Commission approved the draft Historic Context: A Modern Dynamic City – Scottsdale City Planning, Public Buildings and Development, 1961-1979 as amended.

Scottsdale Historic Register Designation Activities

- 1/12 Commission requested that staff to pursue the proposal to record the HP Zoning for Villa Monterey Units 1-7 after reviewing any legal implications with the City Attorney's Office.
- 2/9 Commission requested that staff draft letters to the top five places of worship: Ascension Lutheran Church, First Church of Christ, Scientist, Glass and Garden Community Church, Holy Cross Lutheran Church, and Saint Maria Goretti Catholic Church.
- 2/9 Commission discussed request from a Nuss Building tenant for designation consideration: the Commission declined to consider the request since the request was not from the owner.
- 3/8 Commission approved the HPO working with the parish to select an appropriate roofing material for Old Adobe Mission (OLPH Mission Church); no public hearing required.
- 4/12 Commission voted to close discussion on Golden Keys as a local designation of a neighborhood.
- 5/10 Staff reported receiving a positive response from Saint Maria Goretti Catholic Church.
- 6/7 Staff confirmed that about 40% of the Golden Keys property owners (out of a total of 173 homes) had signed a petition opposed to designation. Discussion was closed.
- 6/7 Staff reported receiving three positive responses from the five letters mailed to places of worship; First Church of Christ the Scientist, Saint Maria Goretti Catholic Church, and a favorable response from Mayor Lane on the city-owned Ascension Lutheran Church.
- 6/7 Commissioner Cody agreed to be responsible for the McCormick-Stillman Railroad Park task.
- 8/9 Chair Schmidt reported on a meeting on McCormick-Stillman Railroad Park with Ms. Sharee Brookhard and that she may support the concept of designating a collection of park resources.
- 8/9 Staff received a positive response from Holy Cross Lutheran Church.
- 8/9 Staff received a request from Les Conklin to consider historic designation of Desert Foothills Scenic Drive. Staff was asked to invite Mr. Conklin to a future HPC meeting.
- 10/11 Mr. Les Conklin, President of the Greater Pinnacle Peak Association, presented a PowerPoint on the history of the Desert Foothills Scenic Drive and why it should be considered for the local register. The Commission requested that staff research the pros and cons of designation.
- 10/11 Staff reported all five places of worship being supportive of historic designation.
- 11/8 Staff presented Commissioners with a list of the dates and times for five planned open houses at the five places of worship under consideration for historic recognition.
- 12/13 Staff reported the results of the open house public meetings. The Commission voted to (insert action taken).

HP Plans, Related Hearings on Certificates of Appropriateness, and Historic Residential Exterior Rehabilitation (HRER) Program Applications

- 1/12 Commission reviewed the complete draft text of Villa Monterey HP Plan; review ongoing
- 3/8 Commission approved a Certificate of Appropriateness for Case 1-HP-2012, a carport enclosure in Villa Monterey Units 1-7 Historic District.

- 3/8 Commission asked staff to develop a list of topics for review of guidelines in the HP Plans for the Two Single Family detached Historic Districts; including how residents will be involved.
- 5/10 Commission held a public hearing and approved a Certificate of Appropriateness for Case 2-HP-2012 for new doors and windows in Villa Monterey Units 1-7 Historic District.
- 5/10 Commission reviewed proposed HP Guidelines for the Two Single Family Detached Districts.
- 6/7 Staff reported that a rehab project in Town and Country Historic District approved by the HPC in 2011 for a new roof was now completed with funding from the HRER program.
- 8/9 Commission discussed the draft HP Guidelines for Village Grove 1-6 Historic District.
- 9/13 Commission held a public hearing and approved a Certificate of Appropriateness for exterior improvements in Villa Monterey Units 1-7 Historic District, Case 3-HP-2012.
- 9/13 Commission approved a HRER program application in Village Grove 1-6 Historic District for new double-pane windows.
- 9/13 Commission approved the revised HP Guidelines for Village Grove 1-6 Historic District.

Community Education and Outreach

- 1/12 Chair Schmidt reported on his 1/9 meeting with Mayor Lane on potential designations.
- 2/9 Commission discussed a request from Villa Monterey Units 1-7 for Historic District signs.
- 3/31 Scottsdale's Historic Preservation Program had a table at the Modern Phoenix Expo at the Scottsdale Center for the Performing Arts Atrium for the 6th year.
- 8/9 Commissioner Wilson noted that the historic preservation Facebook page has 100 friends.
- 10/11 Mr. Dan Semenchuk gave a presentation regarding downtown mural concepts including one for the Pink Pony. An HPC hearing is not currently required for painting a mural.
- 10/11 Commissioner Wilson will list the open houses for churches on the Facebook page.

Archaeology

- 6/7 Staff reported that a study is being completed by an archaeology firm on cattle ranching within and around the Preserve so the city will soon have a historic context on cattle ranching.
- 11/8 Following a presentation on a proposal from Commissioner Hackbarth, an archaeologist, Commission voted to ask staff to investigate the possible funding sources to complete a historic context on Historic Farmsteads south of the Arizona canal.
- 11/8 Mr. Meserve reported on completing Steward Training with the McDowell Sonoran Conservancy. This organization can help the city protect significant archaeological sites.
- 12/13 City Archaeologist, Mr. Meserve reported that three parcels of State Trust Land containing numerous recorded archaeological sites were purchased on November 21, 2012 at auctions.

HPC Procedures and Training Sessions

- 2/9 Approved 2012 HPC Work Program.
- 4/12 Staff reported that the Chair and Commissioner Hackbarth will attend the statewide historic preservation conference in Prescott in June with CLG funding covering their registration costs.
- 8/9 Commission reviewed their progress on the 2012 work program.
- 8/9 Chair Schmidt described the State Historic Preservation Conference that he and Commissioner Hackbarth attended in June in Prescott. He noted that Scottsdale has a very good program and has a qualified Historic Preservation Officer in Mr. Meserve.
- 9/13 An audit of HPC is scheduled for a January 28, 2013 by the Audit Committee of City Council.
- 11/8 Staff received Commission ideas for training topics for 2013; several Commissioners were appointed in 2012 and are interested in training opportunities in 2013.

Scottsdale Historic Preservation Commission 2012 Work Program

([initials] indicate the HPC member with responsibility for monitoring progress of the item)

Designation

- Actively solicit the top places of worship candidates for designation [DS]
- Pursue a strategy of educating homeowners in Scottsdale Estates 4 neighborhood
- Consider any potential threats and monitor the top tier townhouse developments
- Continue researching entire park and educating interested parties on designating significant resources in the McCormick-Stillman RR park collection [DS, CW]
- Engage stakeholders in Reata Pass area on Western Themes Uses, including inviting Pinnacle Peak Patio owners to share their improvement plans with the Commission [TB]
- Identify the scope for potential designation of resources in the Civic Center and develop city and citizen support for any proposed designation(s)

Historic Preservation Plans

- Finalize HP Plan for the Villa Monterey Historic District, distribute the approved HP Plan to the seven HOAs, and encourage use of common guidelines by for reviews by HOAs/city
- Prepare and approve HP Plans for Charles Miller House and Pullman Car
- Revisit the preservation guidelines in the approved HP Plans for Village Grove 1-6 and Town and Country Scottsdale, identify topics and guidelines early in the year for discussion, and revise or prepare new guidelines as needed [JS, DS]
- Develop a specific plan to address Green Building practices and guidelines for associated improvements for residential, commercial and institutional historic properties; revise HRER eligible activities in accordance with plan recommendations [DL]

Community Education & Outreach

- Continue to develop short programs on historic resources with Channel 11 staff and volunteers like Len Marcisz; consider a program on a historic neighborhood
- Prepare a tri-fold brochure on Villa Monterey historic district like the ones for the two single family historic districts
- Explore opportunities for more publicity, including newspaper articles and social networking, for the historic preservation program [TB]
- Update the Facebook pages for Scottsdale Historic Preservation [CW, TB]
- Participate in preparing public information materials for Browns Ranch area [MH]

Archaeology

- Review available research on early settlement in Scottsdale, review other what other cities do with historic archaeology, and consider city policies and procedures relative to sub-surface historic archaeology [MH]
- Explore options and develop a Site Steward program for Scottsdale's archaeological sites
- Monitor and assist the Stoneman Road Task Force volunteer efforts

Survey

- Update the list of potential candidates for designation periodically; no new surveys

HPC Procedures & Training

- New or amended bylaws needed in 2012 due to policy changes by City Council
- Potential training topic on preparing and using HP Plan preservation guidelines

Advocacy

- Commissioners meet with Mayor and City Council members to provide an awareness and understanding of the importance and accomplishments of the City's HP program and to describe current challenges or proposed designations



Historic Preservation Commission Annual Report

Prepared by Don Meserve, Historic Preservation Officer and City Archaeologist

Approved by the Commission on January 12, 2012

Web Site Address: www.scottsdaleaz.gov/boards/HistPres

Web Site for HP Program: www.scottsdaleaz.gov/historiczoning

Number of Meetings Held: 13

Public Attending Meetings/Hearings: 102

Major Topics Discussed

- Taliesin West HP Boundary – No further actions to expand current HP boundary
- Villa Monterey Units 1-7 Historic District – Adopted 6/7/11 by CC with HPC, PC and neighborhood support for designation; Golden Keys townhouse development is interested
- Places of Worship – HPC selected top four candidates for consideration based on survey
- McCormick-Stillman Railroad Park – Voted to consider Merci Car and other historic resources within the park for possible designation; ongoing evaluation of resources and their significance
- Historic Preservation Consultant – Contract with Debbie Abele ended 6/11 due to budget cuts

The Commission undertook a broad variety of tasks in 2011 that fell under several different topics/headings related to their charge from City Council. These **HPC Activities** are listed by meeting dates after the comments section, sorted into the types of activities in the HPC approved 2011 Work Program. **Additional Comments** address some of the major topics discussed and the actions taken.

Subcommittees: None

Ethics Training: Refresher on 2/10/11

Selected Officers: Elected Chair and Vice-Chair 1/15/11

Reviewed Bylaws: Revised HPC bylaws to match updated policies; approved 3/10/11

Current Members and Terms

	Meetings Present	Absent	Term of Service End Date
David Schmidt, Chair	12	1	9/26/2012
Len Marcisz, Vice-Chair	13	0	12/12/2011 (end of term)
Timothy P. Burns, Commissioner	12	1	10/14/2012
Bob Cook, Commissioner	9	4	1/30/2013 (resigned)*
Earl Eisenhower, Commissioner	9	4	10/14/2012
Deejaye Lockwood, Commissioner	10	3	4/25/2012
Jennifer Smithy, Commissioner	11	2	4/25/2012

* Commissioner Cook resigned in December 2011 for health reasons

Additional Comments/Recommendations

The Commission was very pleased when, on June 7, 2011, City Council approved the Villa Monterey Units 1-7 historic district they had recommended. This favorable action by Council was the culmination of years of effort by the Commission, staff and homeowners. Many Villa Monterey residents attended open houses and public hearings in 2011 on the proposed designation. After the Villa Monterey historic district was approved through a highly participatory process, the Commission discussed the criteria for selecting effective strategies for future Commission-initiated designations. The Commission decided that future residential historic districts must demonstrate a high level of homeowner support, like Villa Monterey, for the city to pursue a district designation.

The next historic district considered may be the Golden Keys neighborhood. This early 1960s Del Trailor townhouse development is on N. 61st Place, north of Thomas Road. The board of the Golden Keys HOA told the Commission in 2011 that they are interested in being considered for designation.

The HPO, Don Meserve attended a board meeting and a follow-up neighborhood meeting to describe the impacts of historic district recognition to the board and residents. About 50 homeowners attended the Golden Keys meeting on November 19, 2011. Most of the residents present supported designation.

The Commission also followed up on their proposal to expand the HP boundary at Taliesin West with representatives of the owner, the Frank Lloyd Wright Foundation. City Council placed the historic core of Taliesin West on the local register in 2006. In July 2010 the HPC sent a letter to the Foundation expressing their interest in expanding the HP boundary to preserve scenic views, the hillside and archaeological resources. The CEO, Anne Maley and other representatives told staff they wanted to meet with the Commission to discuss the board's reasons for opposing expanding the HP boundary. Foundation representatives were invited to attend a Commission meeting and came to the October meeting. After receiving a formal letter from the CEO stating the board's position, the Commission voted in November to take no further action on the Taliesin West HP boundary.

Promotional activities in 2011 included Vice-Chair Marcisz and the Commission working with Channel 11 on short vignettes on historic Scottsdale people and places. The first vignette completed was on the Pullman car at the McCormick-Stillman Railroad Park; it has received lots of hits on the internet. A second vignette was recently completed on the Little Red Schoolhouse. Another project related to cultural tourism, called Preserve America has been completed. The culmination of that effort is a rollout of a web site of downtown sites on 'Storytour' at the Civic Center Library, January 28, 2012.

Of course the city's 60th anniversary celebration was a highlight for 2011. That event was planned by a volunteer committee, not by the Commission, but Commission members and historic preservation staff were involved in planning and conducting commemorative activities for the anniversary.

HPC Activities Listed in Order of Approved 2011 Work Program/Actions Taken

Survey Activities

- 3/10 Commission reviewed 2000 downtown survey findings and discussed potential designations
- 6/23 Commission received a report on prior consideration of Western Themed Steakhouses in the Pinnacle Peak/Reata Pass area; steakhouse property owners attended the meeting
- 12/8 Commission informed of Doug Watson proposal for Stoneman Road survey

Scottsdale Historic Register Designation Activities

- 2/10 Commission directed staff to proceed with open houses and scheduling HPC public hearing on Villa Monterey Units 1-7 historic district; the case was initiated by the HPC in 12/2010
- 3/10 Due to inactivity, Commission voted to withdraw their 5th Avenue Historic District HP case
- 3/17 Commission conducted a public hearing on the Villa Monterey Units 1-7 case; Commission voted unanimously to recommend approval of district to City Council
- 4/14 Staff reported on the opposition from the FLW Foundation CEO on HP boundary expansion
- 6/23 Commission considered their future designation priorities following Villa Monterey approval
- 6/23 Commission selected the top four Places of Worship as candidates for potential designation
- 7/14 Commission discussed a list of all the previously identified candidates for designation; Commission voted not to pursue preparing a historic context for Western Themed uses
- 9/8 Commission discussed the criteria for selecting effective strategies for historic designations
- 10/13 Commission discussed the proposed expansion of the HP boundary at Taliesin West with the CEO: Anne Maley, CEO agreed to send a letter to the HPC formally stating the board's position
- 10/13 Commission voted to consider the significant historic resources in McCormick-Stillman Railroad Park for designation and request HPO additional research on park resources

- 11/10 Commission voted to take no further action on Taliesin West boundary due to opposition
- 12/8 Commission discussed the 11/19 neighborhood meeting on a historic district at Golden Keys

HP Plans, Related Hearings on Certificates of Appropriateness, and Historic Residential Exterior Rehabilitation (HREER) Program Applications

- 7/14 Commission approves Interim Preservation Guidelines for Villa Monterey applications
- 8/25 Commission approved certificate for Minahan proposed addition to Villa Monterey home
- 8/25 Commission approved HREER rehab application for Sawyer home in the Town and Country
- 10/13 Commission conducted a hearing on the Pink Pony Restaurant Patio; approved certificate
- 10/10 Commission reviewed initial chapters of draft HP Plan for Villa Monterey
- 12/8 Commission discussed the complete draft text of Villa Monterey HP Plan; review ongoing

Community Education and Outreach

- 2/3 ASU sponsored a Kerr Cultural Center reception to honor the property being listed on the National Register of Historic Places; Scottsdale City Council and HPC were honored at the event
- 2/12 & 2/19 HPC and staff conducted two open houses in Villa Monterey for the Commission-initiated HP overlay zoning case prior to the start of the three mandated public hearings
- 5/12 Chair Schmidt and Vice-Chair Marcisz reported on their 4/27 meeting with Mayor Lane
- 9/8 Commission approved a recommendation to the Mayor and Council on the proposed consolidation stating their preference to remain a separate appointed body
- 10/13 HPO reported to the Commission that the HOA board for Golden Keys townhouse development voted on 9/20 to support being considered for local historic district recognition by the city

Archaeology

- 4/14 Preserve staff provided information on the proposed Browns Ranch Trailhead and how trails may impact resources in the area; Commissioners volunteered to assist preparing information

HPC Procedures and Training Sessions

- 5/12 Debbie Abele and Grady Gammage conducted training for the Commission on making HP decisions on significance and design review; some Current Planning staff attended the training

Advocacy Activities

- 8/25 Commission discussed when building permits should be required in historic districts, such as for window replacements, and directed staff to review city permit procedures/requirements

Commission Business and Presentations to HPC by City staff

- 1/15 Commission reviewed 2010 HPC accomplishments, reviewed draft Annual Report to City Council, and prepared a 2011 HPC Work Program
- 2/10 Approved 2011 HPC Work Program and 2010 Annual Report to City Council
- 2/10 Report on Draft 2011 General Plan Update by Long Range Planning Staff
- 7/14 Raun Keagy reported on city staffing and support for the HP program for new fiscal year; the contract with Debbie Abele, historic preservation consultant ended in June to cut costs
- 8/25 Commission reviewed their progress on the 2011 work program
- Note: Commissioner Timothy P. Burns served as the HPC's representative on the Draft 2011 General Plan Working Group

Scottsdale Historic Preservation Commission 2011 Work Program

([initials] indicates the HPC member with responsibility for monitoring progress of the item)

Designation

- Complete the designation process for Villa Monterey Units 1-7.
- Continue to advance plans for expanding the historic district boundaries for Taliesin West to include additional archaeological resources.
- Reinitiate designation process of Scottsdale Estates 4 (if Prop 207 issues are resolved). [JS]
- Prioritize the four top tier townhouse complexes for proceeding with designation. [JS]
- Develop a priority list for designating "Places of Worship." [DS]
- Consider designating resources within the McCormick-Stillman RR park. [RC][EE]
- Consider designating resources in the Civic Center and review support documentation assembled to date.

Historic Preservation Plans

- Prepare and approve HP Plan for Charles Miller House.
- Initiate process for preparation of a HP Plan for the Villa Monterey Historic District.
- Review sufficiency of HP Plan design guidelines for Village Grove and Town and Country Historic Districts and, if needed, revise accordingly. [DL]
- Develop a specific plan to address Green Building practices and guidelines for associated improvements for residential, commercial and institutional historic properties and revise HRER eligible activities in accordance with plan recommendations. [DL]

Community Education & Outreach

- Participate in the planning and conduct of the City's 60th Anniversary Celebration. [LM][EE]
- Participate in the planning and conduct of the State's Centennial Celebration. [LM][EE]
- Implement Channel 11 pilot segments on the City's HP program and Scottsdale's significant historic resources. Explore the incorporation of *Story Tour* oral histories in the Channel 11 HP programming. [LM]
- Explore ways to recognize 60 year history of baseball Spring Training in Scottsdale

Archaeology

- Explore the creation of an HP Plan for Brown's Ranch, beginning with a review of the plans for the construction of the Brown's Ranch trailhead, the associated survey and anticipated impact in the area. Approach the McDowell Sonoran Preserve Commission about jointly working on the proposed HP Plan. [RC]
- Explore the creation of a Site Steward program for Scottsdale's archaeological sites. [RC]

Survey

- Review the findings of the 2001 Downtown Survey and reconsider designation of properties identified as eligible for the Scottsdale Historic Register including individual buildings within the proposed 5th Avenue Historic District.
- Monitor and assist, as requested, with the Stoneman Road Task Force's survey of the road.

HPC Procedures & Training

- Conduct HPC training session on design review and using design guidelines

Advocacy

- Meet with Mayor and City Council members to provide an awareness and understanding of the importance and accomplishments of the City's HP program and its current challenges. [DS][LM]
- Review City 2011-12 budget for HP program operations to ensure adequate support and resources.

Other Information:

- **Historic Preservation Commission List**

Historic Preservation Commission

Revised 1/2013

Mission Statement: Establish a process for identifying Scottsdale's historical, archaeological and cultural resources, promote an awareness of them for future generations, and recommend programs to achieve community goals for their preservation and conservation.

Approved 2/12/98

<u>Name/Address</u>	<u>Phones/E-Mail</u>	<u>Term Ends</u>
Timothy P. Burns, Chair 8755 E. Bell Road #106 Scottsdale, AZ 85260	B: 480-544-4643 timothypburns@burnsbrothersholdings.com	10/14/2015
Taraneh Moosavi, Vice-Chair 14300 N. Northsight Blvd, Suite 113 Scottsdale, AZ 85260	B: 480-451-8823 taram@moosavidesign.com	4/25/2015
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